

NAVY DEPARTMENT
BUREAU OF NAVAL PERSONNEL
AND
BUREAU OF SUPPLIES AND ACCOUNTS

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(Advance Copy)

JOINT LETTER

18 September 1945

To: All Ships and Stations.

Subj: Release of officers outside continental United States and release of officers with home of record outside continental United States.

Refs: (a) SecNav ltr L20-3/L6-2(9), L20-3 of 21 June 1945, N.D. Bul. 30 June 1945, 45-692
(b) AlNav 198-45 and AlNav 228-45
(c) BuSanda Manual, Art. 1870
(d) BuPers Cir Ltr No. 290-45, Pers-231C-DT, NM(136)(P) of 6 Aug. 1945

1. An officer, eligible for release from active duty, whose home of record at the time of being ordered to active duty was within the continental United States, may request to be released from active duty outside the continental limits of the United States as follows:

(a) An officer desiring release from active duty in territories or possessions of the United States must submit a written request for such release to the Chief of Naval Personnel via the authority designated by reference (b) to write release orders for the officer concerned, who is hereby authorized to approve or disapprove such request without prior reference to the Chief of Naval Personnel.

(b) An officer desiring to be released in a foreign country or its possessions must first obtain permission to remain in such country or possession from the appropriate civil authorities. This permission will be obtained through the nearest U.S. diplomatic or consular office, where the officer will also obtain a consular passport if necessary. The officer will then submit a written request for release in the foreign country or possession to the Chief of Naval Personnel via the authority designated by reference (b) to write release orders for the officer concerned, who is hereby authorized to approve or disapprove such request without prior reference to the Chief of Naval Personnel.

(c) When the approvals required by (a) and (b) above have been obtained the appropriate officer designated in reference (b) will issue release orders similar to the following:

1. You are hereby detached from duty at _____, and from such other duty as may have been assigned you; will proceed via such transportation as may be furnished to a port in the continental United States and upon arrival report to the Commanding Officer nearest Officer Intake Station, then further proceed via such transportation as may be furnished by the Commanding Officer of the Intake Station to the Separation Center at _____, and report to the Commanding Officer for temporary duty.

2. Upon the completion of this temporary duty you will, when directed, regard yourself detached and proceed to your home for release from active duty in accordance with instructions to be issued by the Commanding Officer of the Separation Center.

3. (a) Instead of carrying out instructions in paragraphs 1 and 2, in compliance with the request contained in your letter of _____ (date) which has been approved and the original forwarded to the Bureau of Naval Personnel, upon being detached by your Commanding Officer, you are authorized to report to _____ for physical examination, and to _____ for Civil Readjustment.

(b) Upon completion thereof you will report to _____ for further instructions.

(date)

(place)

(c) Examined and found (not) physically qualified for release from active duty.

Medical Officer
(examining)

(date)

(place)

(d) Civil Readjustment process completed. Veterans rights and benefits made known.

(rank, name & functional title)

(e) Detached. (date)

(f) You are granted _____ months and _____ days leave, upon the expiration of which at midnight of _____ you will regard yourself released from all active duty.

(g) Immediately upon detachment you will furnish the Disbursing Officer of this station a copy of these orders, bearing all endorsements, including the date of detachment. Forward a copy of these orders bearing all endorsements to the Bureau of Naval Personnel and to the Commandant of your home Naval District. Inform the Bureau of Naval Personnel and the Commandant of your home Naval District of any change of residence.

(h) You will secure civilian clothes within a reasonable time. After civilian clothes are secured you will not wear the naval uniform, except as you are entitled under the statutes. While wearing civilian clothes you are authorized to engage in any occupation not contrary to law.

(i) You have executed an affidavit to the effect that your home of record at the time you were called to active duty was (insert name of city or town shown in affidavit) and that the place from which you were ordered to active duty was (insert name of city or town shown in affidavit).

(j) The Chief of Naval Personnel has determined that your separation from active naval service is considered to be under honorable conditions and that you are entitled to a Certificate of Satisfactory Service.

4. Having been called to active duty from a place in the continental United States your release from active duty outside the continental limits of the U.S. is in compliance with your request and for your convenience, and with the understanding you will be entitled to no reimbursement for any travel performed outside the continental limits of the U.S. after this date. In case you do not desire to bear this expense you will consider as revoked the authority for your release outside the continental U.S. contained in paragraph 3 and will return these orders for cancellation.

5. Advance payment of mileage, if otherwise proper, will be payable in accordance with reference (a) computed from port of entry in the continental United States nearest the place from which you were called to active duty to such place or to your home of record, whichever is lesser. For the purpose of this payment one of the following constructive or assumed ports of entry shall be used as appropriate: Boston, Mass.; New York, N.Y.; Norfolk, Va.; Charleston, S.C.; Miami, Fla.; New Orleans, La.; Wilmington, Calif.; San Francisco, Calif.; and Seattle, Washington. The certificate required by AlNav 198-45 must be filed with such claim.

2. Time limitations on transportation of dependents will be in accordance with current instructions. Basically, transportation for dependents is authorized from the last permanent duty station to the official residence of record at time of call to active duty. In the majority of cases, however, the dependents will not be at the overseas station of the officer but will be located at various places within the continental limits of the United States.

3. In some cases, the dependents will be at the official residence of record and no travel on their part will be necessary. In other cases it will develop that the dependents obtained transportation to a designated location in the continental United States upon assignment of the officer to the overseas station. In these cases transportation for dependents will be authorized from

the previously designated location to the official residence of record at the time of call to active duty.

4. Where travel is not desired to the official residence of record at the time of call to active duty, the dependents may travel to other destination. In such cases, however, the measure of allowance will be from the last permanent duty station or previously designated location, as the case may be, to the desired destination but not to exceed the cost from the last permanent duty station or previously designated location to the official residence of record at time of call to active duty.

5. Where dependents are located at the overseas station, transportation for dependents to the port of entry in the continental United States must be by government transportation if available. In this type of case application should be submitted to the overseas command having jurisdiction who is authorized to furnish commercial transportation when it is determined that no government transportation will be available within a reasonable time. Commercial transportation is authorized from the port of entry to the official residence of record at the time of call to active duty.

6. Shipment of household effects at government expense will be in accordance with the regulations contained in reference (c).

7. An officer on duty within the continental United States or on a ship in a continental United States port who is, upon release from active duty, entitled to be returned to a home of record outside the continental United States, will be separated at the Officer Separation Center serving the duty station or port. If such officer desires to be returned to such home of record outside the continental United States he will request the Bureau of Naval Personnel to arrange such transportation and no mileage will be paid until after the completion of travel in accordance with travel arrangements made by the Bureau of Naval Personnel. If such officer does not desire to be returned to his home of record outside the continental United States, any mileage claim will be based on travel to whichever of the following constructive or assumed ports of embarkation is closest to the home of record: Boston, Mass.; New York, N.Y.; Norfolk, Va.; Charleston, S.C.; Miami, Fla.; New Orleans, La.; Wilmington, Calif.; San Francisco, Calif.; and Seattle, Washington. Transportation of dependents will be in accordance with the principles in paragraphs 2, 3 and 4 insofar as applicable. Where water transportation of dependents is involved, water transportation must be by government transportation, if available. In this type case application for dependents' transportation must be made to the Bureau of Naval Personnel if dependents are in the continental United States, or to the appropriate naval authority where the dependents are located overseas, who is authorized to arrange for commercial transportation when it is determined that no government transportation will be available within a reasonable time. Commercial land travel is authorized for dependents. Shipment of household effects at government expense will be in accordance with the regulations contained in reference (c).

8. When an officer on duty at a station outside the continental United States or on a ship not in a continental United States port, who is entitled to be returned to a home of record outside the continental United States, is eligible for separation, the authority designated by reference (b) to issue release orders for the officer concerned will issue orders for the officer to be released at whatever activity may be deemed appropriate by said authority under the circumstances and will make appropriate transportation arrangements for returning officer to his home of record. If the officer does not desire to be returned to his home of record he may be released from active duty in a possession or territory of the United States or in a foreign country or its possession provided the approvals as required in paragraphs 1(a) and 1(b), as appropriate, are obtained, and provided he waives claim to any further transportation at government expense, such waiver to be noted in his orders. The provisions of paragraph 7 regarding dependents transportation and shipment of household effects are applicable herein.

9. These instructions supersede reference (d) in the matter of the place of separation of an officer entitled to be returned to a home of record outside continental United States.

/s/W.J. Carter

W. J. CARTER
Chief of Bureau

/s/ W. M. Fachteler

William M. Fachteler,
Assistant Chief of Naval Personnel.